

21st CCLC Profile & Performance Information Collection System (PPICS)

Getting Started



New Cohort Institute
October 7-8, 2008



21st Century Community Learning Centers

The dramatic acceleration of support for afterschool programs began with the White House's *21st CCLC* initiative in 1997...



The 21st Century Community Learning Centers program quickly became the fastest growing program in the federal government!



Things are going well for the 21st CCLC program

- The program won some prestigious awards --



What Is PPICS?

- U. S. Dept of Education Web-based data collection system
- Designed to collect information about state-administered 21st CCLC Programs
- Two basic modules:
 - Grantee Profile
 - Annual Performance Report (APR)
- Additional reports section

PPICS as Part of Your Grant

- It is important for all level of staff to be aware of the PPICS report
- All staff can contribute to the data collection
- The APR may be a valuable contribution to the program

Why Is This Information Being Collected?

- To report on Government Performance and Results Act (GPRA) indicators for the 21st CCLC program.
- To monitor how the program is operating under state administration.

Why Is This Information Being Collected?

To provide U.S. Department of Education (ED) staff with the capacity to respond to congressional, Office of Management and Budget, and other ED inquiries about the program.

How Grantees Gain Access to PPICS

- State staff need to complete a delegation form in PPICS.
- An e-mail is then sent by LPA to the grantee contact specified by the state that contains username and password information.
- A username and password will be sent for each grant delegated to the local user by the state in separate e-mails.

PPICS Log In Page


ppics.learningpt.org

21st CCLC Profile and Performance Information Collection System: Log in - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Word Pad Internet Options Help


Address <http://ppics.learningpt.org/ppics/index.asp> Go Links



U. S. Department of Education
Promoting educational excellence for all Americans

Search ED.gov »

Advanced Search



21st CCLC Profile and Performance
Information Collection System

Log in to the 21st CCLC Profile and Performance Information Collection System

For best results, please copy and paste your username and password from the e-mail that was sent to you.

Username:

Password:

Forgot Your Password?

Enter your e-mail address below, and we will e-mail your username and password to you.

Enter your e-mail address:

Start | VZAccess Man... | 3 Windows ... | 2 Microsoft ... | Microsoft Pow... | 2 Internet ... | Documentatio... | Internet | 4:57 PM


PPICS Home Page

21st CCLC Profile and Performance Information Collection System Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help


Back Forward Stop Home Search Favorites RSS Print Mail Word Excel PowerPoint Internet Explorer

Address <http://ppics.learningpt.org/ppics/home.asp> Go Links



U. S. Department of Education
Promoting educational excellence for all Americans

Advanced Search



**21st CCLC Profile and Performance
Information Collection System**

You are logged in
as: VA47240
[Logout](#)

[Home/Help](#) [Competition
Overview](#) [Grantee
Profile](#) [APR](#) [State
Activities](#) [Reports](#) [Export
Data](#)

Home Page

Welcome to the 21st Century Community Learning Centers (CCLC) Profile and Performance Information Collection System! The purpose of this system is to collect basic information about the characteristics associated with 21st CCLC programs funded in your state and the outcomes they were able to achieve as a result of providing services to students and adult family members attending their programs.

Getting Started

In order to begin the process of entering your data into the Profile and Performance Information Collection System, click on one of the tabs at the top of the page, or click the **Instructions** link for more information. You are also strongly encouraged to download and thoroughly read the [Competition Overview and Grantee Profile User Guide](#) (Adobe® Reader® PDF, 3.6MB) and [State Activities and APR User Guide](#) (Adobe Reader PDF, 3.6MB). These documents provides important information on decisions you will need to make regarding how you utilize the Profile and Performance Information Collection System in your state.

System Instructions and Supports

- [Instructions](#)

Done

Start VZAccess Man... 3 Windows ... 2 Microsoft ... Microsoft Pow... 2 Internet ... Documentatio...

Internet 5:16 PM

Key Resources for Getting Started

System Instructions and Supports

- [Instructions](#)
- [I want to change my password or e-mail address](#)
- [Technical Support, Troubleshooting, and Contact List](#)

User Guides and Forms

- [Grantee Profile User Guide](#) (Adobe Reader PDF, 2.2MB)
- [APR User Guide](#) (Adobe Acrobat PDF, 2.4MB)
- [Adding Feeder Schools To Your Grantee Profile](#) (Adobe Acrobat PDF, 289KB)
- [2005-06 Printable Forms for Grantees—Level Sections of the APR](#) (Microsoft Word document, 136KB)
- [2005-06 Printable Forms for Centers—Level Sections of the APR](#) (Microsoft Word document, 968KB)
- [Teacher Survey Guide](#) (Adobe Reader PDF, 158KB)
- [Teacher Survey – Revised March 2005](#)

Other Resources

- [Search the public 21st CCLC Profile and Performance Information Collection System Web site](#)
- [Important Terms and Definitions](#)
- [Purpose of this data collection](#)
- [FAQ](#)
- [Paperwork Reduction Act Statement](#)
- [Key PPICS Dates](#)

Key Resources for Getting Started

- The following resources can be found on the **Home/Help** page:
 - Grantee Profile User Guide
 - APR User Guide
 - Important Terms and Definitions
 - Frequently Asked Questions (FAQs)
 - Printable APR Forms (after first full year of operation)

Information Needed for the Grantee Profile module

- A profile needs to be completed for each 21st CCLC grant received by a grantee.
- Current or proposed attributes of a program.
- Four Primary Sections
 - Basic Info
 - Objectives
 - Partners
 - Centers (Center Info, Prior Info, Feeder Schools)

Information Needed for the Grantee Profile module

The screenshot shows the web interface for the 21st CCLC Profile and Performance Information Collection System. At the top left is the logo for 21st Century Community Learning Centers with the tagline "Soaring Beyond Expectations". The main title is "21st CCLC Profile and Performance Information Collection System". On the top right, it says "You are logged in as: Effect7Q" with a "Logout" link. Below the title is a navigation bar with five tabs: "Home/Help", "Grantee Profile" (which is highlighted in orange), "APR", "Reports", and "Export Data". The main content area is titled "Grantee Profile Main Page" and includes a link for "Grantee Profile Instructions". Below this, the grantee is identified as "Grantee: Effective Afterschool Programming, Inc.". A paragraph of instructions follows, explaining that blue, unchecked buttons are for entering information, and gray, checked buttons are for editing information. At the bottom, the grantee's name "Effective Afterschool Programming, Inc." is displayed next to four buttons: "Basic Info", "Objectives", "Partners", and "Centers".

21st Century Community Learning Centers
Soaring Beyond Expectations

21st CCLC Profile and Performance Information Collection System

You are logged in as: Effect7Q
[Logout](#)

Home/Help **Grantee Profile** APR Reports Export Data

Grantee Profile Main Page

[Grantee Profile Instructions](#)

Grantee: Effective Afterschool Programming, Inc.

Click any of the blue, unchecked buttons below to enter information. Once a section has been successfully completed with all the required information, a gray, checked button will replace the blue button. You can click the gray checked buttons to edit a section's information.

Effective Afterschool Programming, Inc.

Basic Info Objectives Partners Centers

What information needs to be provided for the Grantee Profile module

Basic Info

* Grantee Name:	<input type="text" value="Effective Afterschool Programming, Inc."/>		
State/Contract ID #:	<input type="text"/>		
*Which option best describes your organization?:	<input type="text" value="Community-Based Organization or other Non-Profit Organization"/>		
*Award Date:	<input type="text" value="January"/>	<input type="text" value="2004"/>	
*Length of Grant:	<input type="text" value="3 years"/>		
*Year 1 Award Amount:	<input type="text" value="50000"/>		
*Year 2 Award Amount:	<input type="text" value="50000"/>		
*Year 3 Award Amount:	<input type="text" value="50000"/>		
*Name of Contact Person:	<input type="text" value="Neil Naftzger"/>		
*Street Address:	<input type="text" value="123 Here"/>		
*City:	<input type="text" value="There"/>		
*ZIP Code:	<input type="text" value="12345"/>	-	<input type="text"/>
*Phone:	<input type="text" value="1231231234"/>	x	<input type="text"/>
Fax (optional):	<input type="text"/>		
*Contact's E-mail:	<input type="text" value="neil.naftzger@learningpt.org"/>		

What information needs to be provided for the Grantee Profile module?

The screenshot shows the '21st CCLC Profile and Performance Information Collection System' interface. At the top left is the logo for '21st Century Community Learning Centers' with the tagline 'Soaring Beyond Expectations'. The title '21st CCLC Profile and Performance Information Collection System' is centered at the top. On the top right, it says 'You are logged in as: Effect7Q' with a 'Logout' link. Below the title is a navigation bar with five tabs: 'Home/Help', 'Grantee Profile' (which is highlighted in orange), 'APR', 'Reports', and 'Export Data'. The main content area is titled 'Grantee Profile Main Page'. It features a red notification message: 'You have successfully updated the Effective Afterschool Programming, Inc. Grantee record.' Below this is a link for 'Grantee Profile Instructions'. The main heading for the section is 'Grantee: Effective Afterschool Programming, Inc.'. A paragraph of instructions follows: 'Click any of the blue, unchecked buttons below to enter information. Once a section has been successfully completed with all the required information, a gray, checkmarked button will replace the blue button. You can click the gray checkmarked buttons to edit a section's information.' At the bottom, there is a row of buttons: 'Effective Afterschool Programming, Inc.' (text), 'Basic Info' (with a red checkmark), 'Objectives', 'Partners', and 'Centers'.

21st Century Community Learning Centers
Soaring Beyond Expectations

21st CCLC Profile and Performance Information Collection System

You are logged in as: Effect7Q
[Logout](#)

Home/Help Grantee Profile APR Reports Export Data

Grantee Profile Main Page

You have successfully updated the Effective Afterschool Programming, Inc. Grantee record.

[Grantee Profile Instructions](#)

Grantee: Effective Afterschool Programming, Inc.

Click any of the blue, unchecked buttons below to enter information. Once a section has been successfully completed with all the required information, a gray, checkmarked button will replace the blue button. You can click the gray checkmarked buttons to edit a section's information.

Effective Afterschool Programming, Inc. Basic Info ✓ Objectives Partners Centers

What information needs to be provided for the grantee profile module Objectives

Grantee Profile Effective Afterschool Programming, Inc. Objectives

[Return to Grantee Profile Main Page](#)
[Objectives Instructions](#)

Add a New Objective:

Objective Description:

Existing Objectives:

Click the **Classify Objective** button below to enter information. Once this has been successfully completed with all the required information, a gray, checkmarked button will replace the blue button. You can click the gray checkmarked buttons to edit a section's information.

Active Objectives

To improve student behaviors

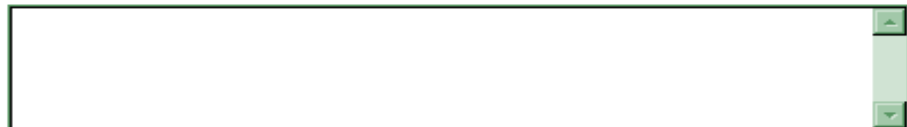
What information needs to be provided for the Grantee Profile module - Objectives

☒ Is this Objective active?

* **Objective Description:**

To improve student behaviors

If the description of this objective had been updated or modified, please provide an explanation as to why these changes were made:



* **Objective Classification**
(Check all that apply.):

- ☐ Improve Student Achievement
- ☐ Improve Student Behavior
- ☐ Reach Targeted Participation Levels in Core Educational Services
- ☐ Reach Targeted Participation Levels in Enrichment and Support Activities
- ☐ Retain Participating Students
- ☐ Meet Planned Hours of Operation
- ☐ Offer a Particular Type of Activity or Service
- ☐ Foster Community Collaboration
- ☐ Facilitate the Social Development of Participating Students
- ☐ Provide a Safe and Secure Environment

What information needs to be provided for the Grantee Profile module Partners

Grantee Profile

Effective Afterschool Programming, Inc. Partners

[Return to Grantee Profile Main Page](#)
[Partners Instructions](#)

Add a New Partner:

Partner Name:

☐ There are no partners associated with this grant.

Existing Partners:

Click on the **Partner Info** button below to enter information. Once this has been successfully completed with all the required information, a gray, checkmarked button will replace the blue button. You can click the gray checkmarked buttons to edit a section's information. To delete a record, click the **Remove** button.

Active Partners

Learning Point Associates

Partner Info 

What information needs to be provided for the Grantee Profile module - Centers

Add a New Center:

Pick a school from this list:

Step 1:

Step 2:

-- or --

Centers That Are Not Schools—or—Schools That Are Not In The Dropdown List

Center Name:

Existing Centers:

Click either the **Center Info**, **Prior Info**, or **Feeder Schools** buttons below to enter information. Once a section has been successfully completed with all the required information, a gray, checkmarked button will replace the blue button. You can click the gray checkmarked buttons to edit a section's information. To delete a record, click the **Remove** button.

Active Centers

Wright Elementary School
[Delegate this center.](#)

Center Information

☒ Is this Center active?

My center is already entered as a feeder school or I've added feeder schools to my list.

Center Address and Related Contact Information

Please provide the following information about this center. If some fields have been completed for you by a program officer from your state department of education, please verify that the information provided is correct and make any modifications that may be needed. Please provide the actual street address of the center. If the mailing address is different from this address, you have the option of entering the mailing address separately.

***Center Name:** ABERDEEN ELEMENTARY SCHOOL

***Center Organization**
Type

Name of Contact Person: Bluitt

***Street Address:** 508 W. Commerce Street

If your mailing address is different from your street address, please supply your mailing address.

Mailing Address: ox 607

***City:** een

***ZIP Code:** -

***Phone:** (662) 369-3012 x

Fax (optional):

E-mail (optional):

Center Information

Center Hours and Weeks of Operation

Please complete this section of information that is either true about this currently operating center or with information that will be true once the center is open.

***When will this center be open?** (Check all that apply.)

School Year

- ☐ Weekdays Before School Hours
- ☐ Weekdays During School Hours
- ☒ Weekdays After School Hours
- ☐ Weekends

Summer

- ☐ Weekdays
- ☐ Weekday Evenings
- ☐ Weekends

	School Year	Summer
* Typical Number of Total Hours per Week the Center Anticipates Being Open:	6	0
*Number of Weeks the Center Anticipates Being Open:	13	0
* Typical Number of Days per Week the Center Anticipates Being Open:	3	0

Center Information

***What activities, by Category, does this center intend to provide?** (Select all that apply.)

High	Academic enrichment learning programs	N/A	Recreational activities
High	Academic improvement/remediation programs	Med	Activities for limited English proficient students
High	Mentoring	High	Tutoring/Homework Help
N/A	Career/job training	Low	Programs that promote parental involvement and family literacy
N/A	Community service/service learning programs	Low	Activities that target truant, expelled or suspended students
High	Activities that promote youth leadership	High	Drug and violence prevention, counseling, and character education programs
High	Supplemental educational services	Med	Expanded library hours

***What activities, by Subject Area, does this center intend to provide?** (Select all that apply.)

High	Reading/literacy education activities	High	Cultural activities/social studies
High	Science education activities	N/A	Entrepreneurial education programs
High	Mathematics education activities	N/A	Telecommunications and technology education programs
N/A	Arts and music education activities	Low	Health/nutrition-related activities
N/A	Other		

Center Information

Center Participant Population

Please complete this section of information that is either true about this currently operating center or with information that will be true once the center is open.

***How many students do you anticipate serving at this center per year?:**

***How many adult family members do you anticipate serving at this center per year?:**

***Grade Level Served**
(Check all that apply.):

- | | | | |
|---|---------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> PreK | <input type="checkbox"/> Third | <input type="checkbox"/> Seventh | <input type="checkbox"/> Eleventh |
| <input type="checkbox"/> Kindergarten | <input type="checkbox"/> Fourth | <input type="checkbox"/> Eighth | <input type="checkbox"/> Twelfth |
| <input checked="" type="checkbox"/> First | <input type="checkbox"/> Fifth | <input type="checkbox"/> Ninth | |
| <input type="checkbox"/> Second | <input type="checkbox"/> Sixth | <input type="checkbox"/> Tenth | |

Prior Information

***What was the length of time your center was in operation before receiving state-provided 21st CCLC funding?** If you select *There was no prior out-of-school time program at this location*, then you do not have to fill out the rest of the form.

- ☐ Less than two years
- ☒ Two to five years
- ☐ Six to ten years
- ☐ More than ten years
- ☐ There was no prior out-of-school time program at this location

***Prior Activities:**

Please indicate what types of activities were provided at this site prior to state-provided 21st CCLC funding and at what degree of frequency.

	Routinely (e.g., 3 to 4 times a week)	Frequently (e.g., 3 to 4 times a month)	Rarely (e.g., once or twice every couple of months)	Did not provide
Academic enrichment learning programs	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other enrichment activities (e.g., music, arts, cultural studies, and youth development activities)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Homework and tutoring assistance	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Prior Information

***Prior Operations (Check all that apply.)**

- ☒ School year
- ☒ Summer

***Prior Staffing (Check all that apply.)**

- ☒ Paid staff—certified teacher(s)
- ☐ Other paid staff with a bachelor's degree or higher
- ☐ Other paid staff with some or no college
- ☐ Volunteer staff

***Was this center previously funded under a 21st CCLC federal discretionary program?**

- ☐ Yes
- ☒ No

Feeder Schools

Add a New Feeder School:

Pick a school from this list:

Step 1: ▼

Step 2: ▼

-- or --

Enter a school not in the above list:

School Name:

☐ Is this school a private school?

Existing Feeder Schools:

Click on the **Feeder School Info** button below to enter information. Once this has been successfully completed with all the required information, a gray, checkmarked button will replace the blue button. You can click the gray checkmarked buttons to edit a section's information.

Active Feeder Schools

ABERDEEN ELEMENTARY SCHOOL	<input type="button" value="Feeder School Info"/> ✓
----------------------------	---

Feeder School Information

Feeder School Information

[Return to list of Feeder Schools](#)

If a feeder school is no longer active with the project, you can change the status of the feeder school to inactive by unchecking the **Is this feeder school active?** checkbox.

* = Required Fields

☒ Is this Feeder School active?

* Feeder Name:

☐ Is this school a private school?

Grantee Profile Tips

- Ensure your contact e-mail address is correct and up to date in PPICS.
- Help ensure:
 - Objectives are classified appropriately.
 - The grantee is not identified as a partner.
 - Centers added to the system are consistent with the definition of a 21st CCLC.
 - Feeder school records are correct.
 - The profile is updated to reflect program changes.

Grantee Profile Tips

- Use remove function only to correct mistakes.
- Use the deactivate function to signify that something that was once true about your program is no longer.
- Use Grantee Profile Exception reports to determine what information is missing.


Information Available - Reports

http://ppics.learningpt.org - Reports: Main Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ED.gov U. S. Department of Education
Promoting educational excellence for all Americans

Search ED.gov » Advanced Search

 **21st CCLC Profile and Performance Information Collection System**

You are logged in as: VA47240 [Logout](#)

Home/Help Competition Overview Grantee Profile APR State Activities **Reports** Export Data

Reports Main Page

Featured Reports

- [Performance Indicators: Grantee/State/National Comparison](#)
- [Center-Level Programming Comparison](#)
- [Detailed APR Data Comparison](#)

Grantee Access and Update Reports

- [Status of Grantee Login](#)
- [Grantee Profile Modification and Completion Status](#)
- [Status of APR Modification and Completion](#)
- [Number of Active Records in PPICS by Grantee Profile Section](#)

Competition Overview Reports

Detail Reports

- [View Individual Competition](#)

Summary Reports

- [Applicants by Organization Type](#)

Start VZAccess Man... 3 Windows ... 2 Microsoft ... Microsoft Pow... http://ppics... Documentatio... Internet 5:52 PM

PPICS Help Desk

- E-mail: 21stccclc@contact.learningpt.org
- Toll-free phone: 866-356-2711
- Goal is to respond to Help Desk requests within one or two business days.

Getting There

Is most important; not the speed in which you go...



Good Luck!